



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Administration Committee

DATE: September 7, 2011

FR: Executive Director

W. I. 1517

RE: Contract Amendment – Transit Sustainability Project (TSP): MIG, Inc., Berkeley, CA (\$100,000)

Staff recommends that this Committee authorize a contract amendment with MIG, Inc., for consultant support for the TSP.

Under an existing contract for \$75,000, MIG, Inc., is assisting with the development of the public involvement strategy and outreach for the TSP and is conducting public outreach for the operations analysis underway at SamTrans. This contract amendment will fund outreach for the Inner East Bay analysis, including preparing material for public meetings, focus groups, and written materials. The proposed contract amendment will bring the total contract amount to \$175,000.

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment for MIG, Inc. for \$100,000 to assist with and conduct analyses for the Transit Sustainability Project.

Steve Heminger

CC: SH

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract Amendment

Work Item No.: 1517

Consultant: MIG, Inc.
Berkeley, CA

Work Project Title: Transit Sustainability Project

Purpose of Project: To evaluate the region's transit system and to establish an implementation plan for a more financially viable transit system that is both cost-effective and customer-focused.

Brief Scope of Work: Conduct public outreach in support of the Inner East Bay service analysis component of the Transit Sustainability Project.

Project Cost Not to Exceed: \$100,000 – this amendment
Current contract: \$75,000
Total authorized: \$175,000

Fiscal Impact: \$88,530 in Federal Transit Administration 5303 funds;
\$11,470 in local matching funds; all funds are included in MTC FY 2011-12 budget.

Motion by Committee: That the Executive Director or his designated representative is authorized to negotiate and enter into a contract amendment with MIG, Inc. for the services described above and the Chief Financial Officer is authorized to set aside funds up to \$100,000 for such amendment.

Administration Committee: _____
Dave Cortese, Chair

Approved: September 14, 2011